

7-7-1941

## Board of Trustees Meeting Minutes 1941-07-07

Bowling Green State University

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MC MANUS-TROUP CO., TOLEDO, OHIO-103830

<u>Voucher Number</u>	<u>Payee</u>	<u>Appr'n Acct.</u>	<u>Items.</u>	<u>Totals</u>
737	F. J. Prout	A-1	708.33	
	H. B. Williams		250.00	
	J. W. Bunn		270.00	
	F. E. Beatty		133.33	
	Total - Personal Service			1341.66
738	J. Kenneth Cameron	A-1	243.33	
	Public Employes Retirement Board		6.67	
	Total - Personal Service			250.00
739	Civil Service Payroll	A-1	3745.41	
	Bookstore		118.75	
	Total Personal Service			3864.16

By unanimous consent the meeting was adjourned.

Attest:

K. Johnston  
Secretary

E. Coriell  
President

Bowling Green, Ohio  
July 7, 1941

Pursuant to a call by President Coriell the Board of Trustees of the Bowling Green State University assembled on the above date. Members Coriell, Johnston, Kershner were present. Members Urschel and White were unavoidably absent, the latter being out of the state.

The minutes of the meeting of June 18, 1941 were read and approved.

The President reported briefly on the prospective enrollment for the coming semester. The freshmen pre-enrollment is practically equal to that of last year, but a 10 percent decrease of upperclassmen is probable.

The President reported that the employees at Kohl, Shatzel and Williams dormitories had never been given the protection of the State Employees Retirement System and recommended that steps be taken to insure such protection. Dr. Johnston moved that the President be authorized to take the necessary steps to place the above mentioned employees in the State Employees Retirement System. Voting yes: Johnston, Kershner, Coriell. Motion carried.

The dormitory report for May, 1941 was read and approved.

BOWLING GREEN STATE UNIVERSITY  
DORMITORIES  
Profit and Loss Statement for month ending May 31, 1941

	<u>Boarding</u>	<u>Building</u>	
Gross Receipts	6996.04	3807.15	
Less Refunds	<u>23.00</u>	<u>1.20</u>	
Net Receipts		6973.04	3805.95
Cost of Supplies Used:			
Inventory 5/1/41	8285.10		
Purchases	<u>3347.08</u>		
Available	11632.18		
Inventory 5/31/41	<u>8653.26</u>		
Cost of Supplies Used		<u>2978.92</u>	
Gross Operating Profit		<u>3994.12</u>	
Expenses:			
Labor	1458.70	430.13	
Lite, Gas, Water	159.95	244.96	
Depreciation	149.38	905.32	
Insurance Used		23.60	
General Expense	<u>286.23</u>	<u>124.56</u>	
Total Expenses		<u>2054.26</u>	<u>1728.57</u>
Net Operating Profit		<u>1939.86</u>	<u>2077.38</u>
Total Net Operating Profit			<u>4017.24</u>



Non-Operating Income		
Credits and Purchase Discounts		<u>40.93</u>
		4058.17
Non-Operating Expense		
Sinking Fund (Kohl)	875.00	
Sinking Fund (Cottage)	<u>300.00</u>	
Total Non-Operating Expenses		<u>1175.00</u>
NET CAPITAL GAIN		2883.17

The President reported that the State Auditor's Department had advised that it was illegal practice to allow Mr. Heddin of the Riding Academy to board horses at the University barns, at University expense, when said horses were not used by students in regular riding class activity. He further reported that Mr. Heddin because of this ruling had indicated his inability to continue the riding academy after August 8th next and that he planned to vacate the University stables at that time.

Mr. Kershner moved that the President be authorized to supplement the present arrangement with Mr. Heddin, -- use of barns and free use of such feed as can be raised on the University farm, -- with a cash payment of \$45.00 per month for a period of nine months. This is to be an inducement to Mr. Heddin to continue his academy and offset the loss of income for horses boarded. Dr. Johnston seconded. Voting yes: Johnston, Kershner, Coriell. Motion carried.

President Prout was authorized to sign Change Orders on the Skol House when such orders have been approved and submitted by the State Architect's Office.

The resignation of Mrs. Marguerite B. Carpenter, Typing Instructor, was presented to and accepted by the Board.

President Prout recommended the appointment of Miss Gwendolyn Beck to a vacant second grade position in the Ridge Street Training School at a salary of \$1800 per year. Mr. Kershner moved that this recommendation be approved. Dr. Johnston seconded. Voting yes: Johnston, Kershner, Coriell. Motion carried.

The President then recommended the appointment of Mrs. Mary Powers to the position as Coordinator in Distributive Education, College of Business Administration, at a salary of \$2400 per year. Dr. Johnston moved that this recommendation be approved. Mr. Kershner seconded. Voting yes: Johnston, Kershner, Coriell. Motion carried.

The President then discussed at length the construction problems of the Student Union Building. He covered these points:

1. The supplies and construction materials have been purchased and a large percent of them is now on the ground.
2. The construction by NYA has slowed down so much that practically no progress is being made on the construction of the building.
3. This slow-down is caused by the more attractive employment opportunities available to the NYA workers in general industry.
4. The NYA authorities admitted this morning their inability to complete the construction of the building as they had hoped to do and agreed to do. They would be able to assist, but would not be able to continue full responsibility.
5. The President advised that if skilled construction men be employed to complete the building, we would face increased rates effective this last July 1st -- for carpenters of \$1.00 to \$1.37½ and masons of \$1.00 to \$1.65.
6. The President then reported the conclusions of a conference with Mr. Ross and Mr. Schildknecht of the State Architect's Office; namely, that this Board of Trustees ask for informal ten-day bids on the cost of labor for the completion of the building. Dr. Johnston moved that in accordance with the State Architect's advice this Board of Trustees ask for ten-day informal bids on labor for completion of the Student Union Building, and that the low bid be accepted and the contract awarded. Mr. Kershner seconded. Voting yes: Johnston, Kershner, Coriell. Motion carried.

The President submitted the attached bond resolution calling for the issuance of 20 - \$1000 4% bonds to cover the cost of the Student Union Building, this additional to the Student Activity funds previously appropriated for this building. Dr. Johnston moved the adoption of this resolution. Mr. Kershner seconded. Voting yes: Johnston, Kershner, Coriell. Motion carried.

RESOLUTION AUTHORIZING THE ISSUANCE OF  
\$20,000.00 OF DORMITORY REVENUE BONDS  
OF THE BOWLING GREEN STATE UNIVERSITY

WHEREAS, by authority of Sections 7923-1 and 7924-1a of the General Code of Ohio, the Board of Trustees of the Bowling Green State University is authorized to construct, equip, maintain and operate upon sites within the campus of said University, buildings to be used as dormitories for students, members of the faculty and servants of said University, and to pay for the same out of funds borrowed therefor, and to borrow funds for such purposes upon such terms as it shall deem proper, and to issue negotiable written instruments evidencing such indebtedness; and



WHEREAS, the Board of Trustees of the Bowling Green State University desires to construct, equip, maintain and operate a men's dormitory upon the campus of the Bowling Green State University, in the City of Bowling Green, County of Wood, State of Ohio, the title to which tract of land is in the Board of Trustees of the Bowling Green State University in fee simple, and clear, free and unencumbered; and

WHEREAS, the Board of Trustees of the Bowling Green State University desires to borrow money for such purpose in the sum of \$20,000.00 and to issue negotiable coupon bonds evidencing such indebtedness, and to secure the same by a pledge of the net revenues derived from the operation of the dormitories hereinafter specifically named, which are under the control of the Board of Trustees of the Bowling Green State University, including the dormitory to be constructed and quipped from the proceeds of this issue of bonds, after deducting the reasonable expenses of maintenance and operation of said dormitories, until all of the principal and interest of such bonds shall have been paid,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Bowling Green State University:

SECTION 1. That in order to obtain funds for the purpose of constructing and equipping a men's dormitory of the Bowling Green State University to be known as Union Dormitory, the Board of Trustees of the said University shall issue, pursuant to the provisions of said Sections 7923-1 and 7924-1a of the Ohio General Code, its negotiable coupon bonds in the sum of \$20,000.00 to be dated August 1, 1941, to be of the denomination of \$1,000.00 each, and numbered from 1 to 20, both inclusive, said bonds to mature in the consecutive serial order as follows:

<u>Bond Number</u>	<u>Maturity Date</u>	<u>Amount</u>
1	August 1, 1944	\$1,000
2	August 1, 1945	1,000
3	August 1, 1946	1,000
4	August 1, 1947	1,000
5	August 1, 1948	1,000
6	August 1, 1949	1,000
7	August 1, 1950	1,000
8	August 1, 1951	1,000
9	August 1, 1952	1,000
10	August 1, 1953	1,000
11	August 1, 1954	1,000
12	August 1, 1955	1,000
13	August 1, 1956	1,000
14	August 1, 1957	1,000
15	August 1, 1958	1,000
16	August 1, 1959	1,000
17 - 18	August 1, 1960	2,000
19 - 20	August 1, 1961	2,000

together with interest thereon at the rate of 4% per annum, payable semi-annually on the first day of August and the first day of February in each year, commencing February 1, 1942. Both principal and interest of said bonds shall be payable in lawful money of the United States of America at the Bank of Wood County, in Bowling Green, Ohio, upon presentation and surrender of said bonds and the coupons thereto attached as they respectively mature. Said bonds shall be callable, in whole or in part, at the option of the Board of Trustees of the Bowling Green State University on any interest payment date on and after February 1, 1945, upon thirty (30) days' notice published in a daily newspaper of general circulation in Wood County, Ohio, at par.

SECTION 2. Said bonds shall be in substantially the following form:

UNITED STATE OF AMERICA  
STATE OF OHIO

No. \_\_\_\_\_

\$1,000.00

The Board of Trustees of  
The Bowling Green State University  
Bowling Green, Ohio

DORMITORY REVENUE BOND  
Dated August 1, 1941

KNOW ALL MEN BY THESE PRESENTS, That the Board of Trustees of the Bowling Green State University, of Bowling Green, Wood County, Ohio, hereby acknowledges itself to be indebted, and, for value received, promises to pay to the bearer, but only from the revenues mentioned below, the sum of ONE THOUSAND DOLLARS on the first day of August (February), 19 , together with interest thereon at the rate of 4% per annum, payable semi-annually on the first day of August and the first day of February in each year until the principal sum is paid, interest to maturity being represented by appropriate coupons hereto attached, both principal and interest to be paid in lawful money of the United States of America at the Bank of Wood County, in Bowling Green, Ohio.



All payments on this bond, both of principal and interest, shall be made without deduction for any tax, or any charge in the nature thereof, which the obligor may be required to pay or to retain therefrom by any present or future laws of the United States of America or of any of the States thereof.

This bond is one of an issue of 20 serial bonds of like tenor and effect, except as to maturity, aggregating in amount \$20,000.00 all of which bonds are of even date herewith and are issued under authority of Sections 7923-1 and 7924-1a of the General Code of Ohio, and pursuant to a resolution duly adopted by the Board of Trustees of the Bowling Green State University on the 7th day of July, 1941. All payments on this bond, both principal and interest, shall be made only out of the net revenues of Union Dormitory; and the net revenues from Williams Hall, Shatzel Hall, Clayton C. Kohl Hall, Cottage I and Cottage II after the retirement of bonds outstanding as of date of this issue.

This bond and the issue of which it is a part, are callable, in whole or in part, at the option of the Board of Trustees of the Bowling Green State University, on any interest payment date on and after February 1, 1945, and in the inverse order of their maturity, upon thirty (30) days' notice published in a newspaper of general circulation in Wood County, Ohio, at par.

This bond and the coupons attached hereto shall be transferable by delivery, and the payment to the bearer of this bond or any of said coupons shall discharge the obligor in respect thereto.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by law to be done precedent to and in the issuance of this bond, have been done, have happened and have been performed in regular and due form as required by law, and that in the issuance of this bond the Board of Trustees of the Bowling Green State University has not violated any part of the Constitution or Statutes of the State of Ohio, or any by-law of the Board of Trustees of the Bowling Green State University, and has not exceeded any authority conferred by the laws of the State of Ohio.

IN WITNESS WHEREOF, the Board of Trustees of the Bowling Green State University has caused its name to be hereunto subscribed and its seal to be hereunto affixed by E. E. Coriell, the President, and by H. J. Johnston, its secretary, and the coupons hereto attached to be authenticated by the facsimile signatures of its President and Secretary, both thereunto duly authorized by its Board of Trustees, as of the 1st day of August, 1941.

THE BOARD OF TRUSTEES OF THE  
BOWLING GREEN STATE UNIVERSITY

By \_\_\_\_\_  
President

And \_\_\_\_\_  
Secretary

(FORM OF COUPON)

No. \_\_\_\_\_

\$20.00

On the first day of August (February), 19 , the Board of Trustees of the Bowling Green State University, Bowling Green, Ohio, will pay to the bearer, at the Bank of Wood County, in Bowling Green, Ohio, \$20.00 in lawful money of the United States of America, being the interest then due on its Dormitory Revenue Bond, dated August 1, 1941.

THE BOARD OF TRUSTEES OF THE  
BOWLING GREEN STATE UNIVERSITY

By \_\_\_\_\_  
President

And \_\_\_\_\_  
Secretary

Bond No.

SECTION 3. BE IT FURTHER RESOLVED that the principal and interest of this issue of bonds shall be payable out of the net revenues from the dormitory to be constructed and equipped with the proceeds of this issue of bonds. Also the principal and interest of this issue of bonds shall be payable from the net revenues of the following dormitories which are under the control of the Board of Trustees of the Bowling Green State University, to-wit: Shatzel Hall, Williams Hall, Clayton C. Kohl Hall, Cottage I and Cottage II; and that such net revenues for the purpose of this section and other sections of this resolution shall be held to include all rentals received from said dormitories from whatever source derived, after deduction of such reasonable expenses for maintenance of said dormitories as may be necessary to preserve the same in good repair, but only after all obligations outstanding as of the date of this issue have been retired in full.

SECTION 4. BE IT FURTHER RESOLVED, and it is hereby covenanted and agreed by said Board of Trustees of the Bowling Green State University



with the holder or holders of the bonds herein authorized to be issued, that it will perform all of the duties with reference to the said dormitories, including the dormitory to be built with the proceeds of the bonds herein authorized, required by the law of Ohio and by the terms and conditions of this resolution, and said Board of Trustees of the Bowling Green State University hereby irrevocably covenants, binds and obligates itself not to pledge, mortgage or otherwise encumber any of said dormitories, and will not sell, lease or dispose of any of said dormitories until all of the bonds authorized and issued hereunder shall be paid in full; and it is further covenanted and agreed to maintain in good condition and to operate said dormitories, and to charge and collect such rates and charges for the facilities furnished thereby within the limit prescribed by law, that the income and revenues derived from said dormitories will be sufficient at all times to meet the requirements of this resolution.

SECTION 5. BE IT FURTHER RESOLVED that while any of the bonds herein authorized remain outstanding, the Board of Trustees of the Bowling Green State University shall not issue any additional bonds or other evidence of indebtedness payable from the revenues of said dormitories, unless the lien on the revenues of such dormitories, securing the principal of such additional bonds or other evidences of indebtedness, is made junior and subordinate in all respects to the lien securing the bonds herein authorized.

SECTION 6. BE IT FURTHER RESOLVED that so long as any of said bonds are outstanding, the Board of Trustees of the Bowling Green State University shall:

- (a) Maintain insurance for the benefit of the holders of the bonds herein authorized of a kind and in an amount which usually would be carried upon similar public buildings, and to pay the cost of such insurance from the gross revenues from said dormitories. Said insurance also shall be carried in sufficient amount to provide, in case of loss, for the payment of the principal and interest of the bonds outstanding;
- (b) Keep proper books of record and account separate from all other records and accounts, in which complete and correct entries shall be made of all transactions relating to said dormitories. The University will furnish to the original purchaser of said bonds, and to any holder or holders of said bonds upon written request, not more than sixty (60) days after the close of each fiscal year, on December 31, complete financial statements of said dormitories, covering such fiscal year;
- (c) Grant to any holder or holders of 25% of the outstanding bonds herein authorized, the right at all reasonable times to inspect the said dormitories and all records, accounts and data of said University relating thereto.

SECTION 7. BE IT FURTHER RESOLVED that this resolution and the pledge of the revenues herein made shall be and remain irrevocable as long as any of said bonds and coupons remain outstanding and unpaid.

SECTION 8. BE IT FURTHER RESOLVED that when said bonds and coupons shall have been executed in the manner herein provided, they shall be delivered to the Secretary of the Board of Trustees of said University, who is authorized to deliver the same to the purchasers upon receipt of par price plus accrued interest to date of delivery.

SECTION 9. BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its passage.

The President reported on the case of Mrs. Josephine Davis, a former employee at Kohl Hall, who claims under the Wages and Hour Act an additional compensation of \$110.00 for over-time services rendered in the capacity of kitchen helper at Kohl Hall. Dr. Johnston moved that this claim be allowed and a voucher drawn on the dormitory account in the sum of \$110.00. Mr. Kershner seconded. Voting yes: Johnston, Kershner, Coriell. Motion carried.

The following receipts were ordered spread upon the minutes as a matter of record:



July 2, 1941

Received from Leah Reese, Cashier, the following to be  
forwarded to the Treasurer of State:

## STUDENT FEES

Registration Fees	\$10,146.00		
Less Refunds	<u>37.50</u>	10,108.50	
Music		80.00	
Late Registration Fee		23.00	
Deferred Payment Fee		<u>4.00</u>	10,215.50

## LABORATORY FEES

Art	57.00		
Less Refunds	<u>6.00</u>	51.00	
Biology	201.00		
Less Refunds	<u>2.00</u>	199.00	
Business Education	58.50		
Less Refunds	<u>4.50</u>	54.00	
Chemistry		650.85	
Diploma		2.50	
Home Economics		38.00	(\$15.00 Practice Apt. ) Violet Reynolds Mrs. Marian Swartz Virginia Zimmer
Industrial Arts	42.00		
Less Refunds	<u>1.50</u>	40.50	
Instrument Rentals		4.00	
Library	350.80		
Less Refunds	<u>1.25</u>	349.55	
Mathematics		.30	
Personnel		1.50	
Physics		12.00	
Practice Apartment		63.00	
Psychology		6.00	
Reading		190.00	
Transcripts	28.00		
Less Refunds	<u>1.00</u>	<u>27.00</u>	1,689.20
HEALTH FEES			3.00
BOOKSTORE			2,492.57
GENERAL REVENUE (Sale of Oil Drum)			<u>.50</u>

14,400.77

## LABORATORY DEPOSITS

45.00  
14,445.77

(Signed) Minor Kershner  
Treasurer

TO ORIGINATING DEPARTMENT, DIVISION, OR INSTITUTION

Columbus, Ohio

No. 1818

The Department of The Treasurer of State hereby certifies that the  
above payer, Bowling Green State University, has on this date paid  
into the State Depository Trust Fund the sum of \$45.00 collected  
from sources detailed and to be credited to the fund shown above.

L. E. Johnson, Cashier



TO ORIGINATING DEPARTMENT, DIVISION, OR INSTITUTION

Columbus, Ohio

No. 2871

The Department of The Treasurer of State hereby certifies that the above payer Bowling Green State University has on this date paid into the State Treasury the sum of \$14,400.77 collected from sources detailed to be credited to the fund or account as shown above.

L. E. Johnson, Cashier

The following claims and expense accounts were presented and ordered spread upon the minutes:

<u>Voucher Number</u>	<u>Name of Payee</u>	<u>Appr'n Account</u>	<u>Items</u>	<u>Totals</u>
To be paid from H. B. #665, Year 1941				
740	The American Crayon Company	C-8	11.44	
741	Hankey Lumber & Building Company	C-8	9.86	
742	Kiger's Drug Store	C-8	5.64	
743	Milton Bradley Company	C-8	11.75	
744	C. G. Heiby Hardware	C-9	20.00	
746	Treas. of State, Dept. of Highways	C-10	70.80	
747	E. & I. Cooperative Service, Inc.	C-11	62.70	
748	G. H. Tennant Company	C-11	56.32	
749	The Arco Company	D-2	17.50	
750	W. J. Gillespie	D-4	4.20	
751	The Gross Photo Supply Company	E-8	14.43	
752	American Radiator & Standard Sanitary Corp.	E-9	14.76	
753	B. G. S. U. Petty Cash Fund	F-5	6.14	
	Total - Maintenance			306.50
754	G. & M. Cut Rate Drugs	Health		2.00
755	B. G. S. U. Petty Cash Fund	Bookstore	13.29	
756	Pyramid Paper Corporation	Bookstore	62.02	
	Total - Rotary Bookstore			75.31
757	Goebel Hardware	Lab. Fees	5.00	
758	W. C. Jordan	Lab. Fees	15.00	
759	Mrs. R. M. Kronberg	Lab. Fees	4.80	
760	Librarian of Congress	Lab. Fees	5.99	
761	Photostat Corporation	Lab. Fees	11.88	
762	Purity	Lab. Fees	.70	
763	Tiedtke's	Lab. Fees	5.68	
764	Treas. of State, Dept. of Highways	Lab. Fees	63.01	
	Total - Rotary Laboratory Fees			112.06
765	Treas. of State, Bureau of Inspection and Supervision	A-2		66.07
766	Faculty Payroll	A-1		11348.05
767	John Berrie	A-1	60.00	
	Rolland L. Kraw	A-1	76.00	
	Total A-1			136.00
	W. J. Gillespie	A-2		62.00
768	American Book Company	Bookstore	77.55	
769	American Council on Education	Bookstore	36.00	
770	A. S. Barnes & Company	Bookstore	2.10	
771	The Bruce Publishing Company	Bookstore	12.40	
772	The Central Ohio Paper Company	Bookstore	9.00	
773	Comstock Publishing Company, Inc.	Bookstore	4.85	
774	Eugene Dietzgen Company	Bookstore	.36	
775	Dodd, Mead & Company, Ind.	Bookstore	50.77	
776	Farrar & Rinehart, Inc.	Bookstore	16.39	
777	Henry Ford	Bookstore	1.25	
778	The Foundation Press, Inc.	Bookstore	18.00	
779	THE Gregg Publishing Company	Bookstore	3.17	
780	Grosset & Dunlap, Inc.	Bookstore	10.84	
781	D. C. Heath & Company	Bookstore	12.60	
782	Henry Holt & Company	Bookstore	7.71	
783	Houghton Mifflin Company	Bookstore	191.76	
784	Edwin F. Kalmus	Bookstore	6.10	
785	Kansas State College of Agriculture & Applied Science	Bookstore	13.50	
786	Lindner Pitch Pipe Company	Bookstore	28.33	
787	J. B. Lippincott Company	Bookstore	195.13	
788	Longmans, Green & Company, Inc.	Bookstore	40.75	
789	The Macmillan Company	Bookstore	58.42	
790	McGraw-Hill Book Company, Inc.	Bookstore	604.00	
791	National Retail Dry Goods Association	Bookstore	7.50	
792	Oxford University Press	Bookstore	58.61	
793	Prentice-Hall, Inc.	Bookstore	220.65	
794	The H. M. Rowe Company	Bookstore	2.21	
795	The G. Schirmer Music Company	Bookstore	9.89	
796	The Smead Manufacturing Company	Bookstore	13.20	
797	South-Western Publishing Company	Bookstore	17.11	
798	University Bookstore, Ohio State Univ.	Bookstore	5.70	
799	University of Michigan Press	Bookstore	24.00	
800	D. Van Nostrand Company, Inc.	Bookstore	26.70	
	Total - Bookstore Rotary			1786.55



MC MANUS-TRUMP CO., TOLEDO, OHIO-103830

<u>Voucher Number</u>	<u>Name of Payee</u>	<u>Appr'n Acct.</u>	<u>Items</u>	<u>Totals</u>
801	The Lorain Coal & Dock Company	C-3	163.54	
802	The Bostwick-Braun Company	D-2	146.15	
803	Burroughs Adding Machine Company	E-8	180.00	
804	Superintendent of Documents	E-8a	1.50	
805	Charles S. Van Tassel	E-8a	15.25	
	Total - Maintenance			506.44
806	Pyramid Paper Corporation	Bookstore		102.68
807	The Coleman & Bell Company	Lab. Fees	1.02	
808	The Kauffman-Dattimer Company	Lab. Fees	144.82	
809	The Roach-Reid Company	Lab. Fees	40.64	
810	Roovers Bros., Inc.	Lab. Fees	17.00	
	Total - Rotary Laboratory Fees			203.48
811	Clyde Hissong	F-6	9.11	
812	W. C. Jordan	F-6	47.50	
813	E. J. Kreischer	F-6	26.26	
814	Randolph M. Rank	F-6	28.95	
	Total Traveling Expenses			111.82
815	Student Help Payroll	A-2		197.00

There being no further business, the Board adjourned.

Attest:

C. Coriell  
President

H. Johnston  
Secretary  
Bowling Green, Ohio  
July 31, 1941

The Board of Trustees of the Bowling Green State University met at 12:15 at Shatzel Hall on the above date. The members present were: Mr. Coriell, President; Dr. H. J. Johnston, Secretary; Minor Kershner, Treasurer. Mr. Dudley White and Mr. J. J. Urschel were unavoidably absent. President Prout was also in attendance.

The minutes of the meeting held on July 7, 1941 were approved.

The President recommended the following appointments to the instruction staff for the academic year 1941-42:

Mrs. Mary Powers - Distributive co-ordinator --- \$2400  
Jane Ann Bovie - Nursery School Supervisor ----- 1200  
Mae A. Tindall, Critic Training School ----- 1700  
Grace R. Bell - Critic, Ridge Street School ---- 1650  
Lorlie Virginia Kershner - Music ----- 1600  
Freda Bruns - Commercial ----- 1800  
Florence LaGanke Harris - Distributive Education 2400

Moved by Dr. Johnston and seconded by Mr. Kershner that these appointments be confirmed. Voting yes: Coriell, Johnston, Kershner. Motion carried.

The President presented the resignation of Mr. J. M. Cadwallader as instructor in the Business Administration Department. Moved by Mr. Kershner and seconded by Dr. Johnston that the resignation be accepted. Voting yes: Coriell, Johnston, Kershner. Motion carried.

The Board gave lengthy consideration to the informal working agreement for the riding academy approved by Mr. Ohls of the Attorney General's Department.

#### AGREEMENT BETWEEN BOARD OF TRUSTEES OF BOWLING GREEN STATE UNIVERSITY AND H. G. HEDDEN

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This agreement is made and entered into at Bowling Green, Ohio on the 30th day of July, 1941 by and between the Board of Trustees of Bowling Green State University, Bowling Green, Ohio, hereinafter called "First Party" and H. G. Hedden, Bowling Green, Ohio, hereinafter called "Second Party".

WITNESSETH: That the parties to this agreement each in consideration of the undertakings, promises and agreements on the part of the other herein contained do hereby agree as follows:

1. The Second Party shall have permission to use for the operation of a riding school the barn, with the exception of the lean-to shed which shall be reserved for the exclusive use of the First Party; and small milk house located on Bowling Green State University campus; the rings at front and back of the barn and the trails, but no changes shall be made by the Second Party in any of the buildings or fences without the written consent of the First Party. The Second Party shall provide at his own expense for the upkeep of the rings and for small repairs which become necessary in and about the said buildings.

2. The Second Party shall provide a sufficient number of horses and amount of equipment to meet the demands of students of Bowling Green State University and faculty members who wish to pursue a course in riding or ride for recreation only. In the operation of the riding school, first consideration shall be given to students and faculty members of Bowling Green State University.